

# **TOWN MANAGER POSITION PROFILE**

## **TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA**



The Town of Lauderdale-By-The-Sea is located between the Atlantic Ocean and the Intracoastal Waterway just north of Fort Lauderdale, our biggest municipal neighbor in Broward County. Primarily a residential community with a charming, low-rise downtown district, the Town has 5,800 permanent residents (our winter population swells to more than 12,000 when the tourists and snowbirds visit).

The Town has 33 full-time employees and an annual All-Funds Budget of \$15.5 million. The Town provides a wide range of municipal services to its residents. Police, fire and EMS are provided through contracts with the Broward Sheriff's Office, Volunteer Fire Department and American Medical Response. It cannot be overstated how the managerial oversight of these three key public safety departments is an important and critical aspect of the Town Manager's position.

The Town is seeking a highly-professional and experienced Town Manager who holds a graduate degree with a "concentration in public administration, public affairs, public policy or public finance." Under our Town Charter, the Manager must possess at least two years experience as an appointed City or County manager, or at least four years experience as an assistant or deputy manager.

The Town Commission desires a Town Manager who believes in and practices government transparency. The Manager must be an excellent communicator and consensus-builder who can interact on a personable level with elected officials, staff, residents and members of our business community. Communication and teamwork are also important. Experience in managing a small Town is a plus.

The ideal candidate will possess old-fashioned beliefs in strong customer service, fresh ideas about how to improve our in-house technology and the ability to analyze, develop and mentor staff as we continue our efforts to implement more modern professional standards in all Town Hall operations. Florida city government experience and a thorough understanding of Florida statutes as they apply to Town government are highly-desired. It's also important to understand our unique planning and zoning issues as a seaside community where citizens proposed and passed a referendum to limit Town building heights.

A strong understanding of personnel, finance, contract negotiations and public safety issues is required. A sense of fairness in dealing with Town organizations and residents is also desired, as is the ability to assess how the Town can address its future needs and goals in today's challenging economic environment.

The salary range is from \$115,000 to \$170,000. The total compensation package is competitive and negotiable. If you can meet the challenges this position presents, send your resume, cover letter, salary history and references to: Town Clerk, Town of Lauderdale-By-The-Sea, 4501 Ocean Drive, Lauderdale-By-The-Sea, FL 33308. The deadline to submit applications is Aug. 16, 2010.